MINUTES OF MEETING OF MANAGERS OF BUFFALO CREEK WATERSHED DISTRICT

The Managers of Buffalo Creek Watershed District met on the 22nd day of May, 2018, at 8:00 p.m. at its regular meeting place in Suite 103, Glencoe City Center, 1107 - 11th Street E., Glencoe, MN, for its regular monthly business meeting.

The following managers were present: Donald Belter
Larry Phillips
Larry Kramer
Corey Henke

The following manager was absent: Matt Melberg

Also attending the meeting were: John Kolb, Attorney
Chuck Eberhard, Consultant
Chris Otterness, HEI
Kevin Lindeman
John Rodeberg, SEH
Lyle Grenke

President Belter called the meeting to order and announced the first order of business was the consideration of minutes of the regular meeting of the Board of Managers held on April 24, 2018. A motion was made by Manager Kramer and seconded by Manager Phillips to approve the minutes from the previous meeting. After discussion, and by unanimous vote, the Board of Managers approved the minutes of the meeting held on April 24, 2018.

President Belter called upon Manager Phillips for the Treasurer’s report. Manager Phillips presented a written report which outlined income and expenses as follows:

**Beginning Balance:** $174,901.45

**Income:**
Interest Earned – April 2018 $7.24

**Expenses:**
Funds transferred to checking for other checks paid $26,430.61
JD 15 Br M – Houston Engineering $447.50
JD 15 Br S – Rinke Noonan $380.00

**Ending Balance:** $147,650.58

Upon motion of Manager Henke which was seconded by Manager Kramer by unanimous vote, the Board of Managers approved the Treasurer’s report subject to audit.
President Belter next called for the bills that had been presented to the Board since the last meeting. Manager Phillips reported as follows:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>MN Pollution Control Agency</td>
<td>$12,313.83</td>
</tr>
<tr>
<td>Rinke Noonan</td>
<td>$3,613.26</td>
</tr>
<tr>
<td>MAWD 2018 Dues</td>
<td>$5,680.00</td>
</tr>
<tr>
<td>Houston Engineering</td>
<td>$10,056.28</td>
</tr>
<tr>
<td>Bolton &amp; Menk</td>
<td>$615.00</td>
</tr>
<tr>
<td>Eberhard Consulting</td>
<td>$2,197.52</td>
</tr>
<tr>
<td>Corey Henke</td>
<td>$304.30</td>
</tr>
<tr>
<td>Don Belter</td>
<td>$76.89</td>
</tr>
<tr>
<td>Larry Phillips</td>
<td>$218.69</td>
</tr>
<tr>
<td>Larry Kramer</td>
<td>$110.68</td>
</tr>
<tr>
<td>Matt Melberg</td>
<td>$0.00</td>
</tr>
<tr>
<td>Mary Henke</td>
<td>$350.64</td>
</tr>
<tr>
<td>Linda Phillips</td>
<td>$146.86</td>
</tr>
<tr>
<td>Medicare &amp; Social Security</td>
<td>$92.52</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$35,776.47</strong></td>
</tr>
</tbody>
</table>

Upon motion from Manager Kramer, seconded by Manager Henke by unanimous vote, the Board of Managers approved the above bills for payment.

President Belter called any new permits:

**Glenwood WWTF, Technical Review:** Chris Otterness provided an update of the proposed project. Otterness discussed the Board’s options under the current rules. The Board has the option to waive permitting requirements for public projects of this type. The City’s engineer also reviewed aspects of the project and the City’s stormwater and erosion control plans and MPCA permit. Motion by Manager Henke, seconded by Manager Phillips to waive the permit requirements consistent with the rules. Motion passed.

**Permit 2018-12 Charles Kubesh:** Brookfield Twp., T116N, R32W, Sec. 25. Installing a 10” tile at 0.1%. Motion by Manager Henke, seconded by Manager Phillips to consider. Motion passed. Eberhard described the project. It meets all requirements of the District. Eberhard recommended approval. Motion by Manager Phillips, seconded by Manager Henke to approve. Motion passed.

**Permit 2018-13 Glencoe Multi Family LLC:** Helen Twp., T115N, R27W, Sec. 7. Building an apartment complex. Motion by Manager Phillips, seconded by Manager Kramer to consider. Motion passed. Eberhard and Otterness presented the project. This is a previously permitted project that was never initiated. Permit requirements were reviewed by Otterness. Otterness indicates that all requirements of the District are met and he recommended that the permit be approved. Motion by Manager Henke, seconded by Manager Kramer to approve. Motion passed.

**Permit 2018-XX McLeod County Highway Department (information only):** This will be an after the fact permit. However, more information is needed. Eberhard will not assign a number until the information is received. Eberhard described the project generally, but expressed
President Belter next called for discussion old business:

**JD 15 - Branch M.** Otterness provided an update and discussed issues raised by J. Fischer as transmitted by Larry Zupke.

**Marsh Project.** Manager Phillips provided an update on the current phase of the project. Kolb requested authorization to meet with Managers Henke and Phillips and HEI to discuss and prepare a plan and timeline for subsequent phases of the project. Lyle Grenke asked questions about the subsequent phases of the project. Manager Phillips explained the various landowner preferences. Otterness played drone video of the project.

**Ditch 33.** Manager Henke provided an update on the contractor’s correction of punch list items. Bill Helget is working with the contractor on the corrections.

**Glencoe East and Central Project.** Otterness provided an update on the draft step two report of the project options. A presentation is planned for the June meeting.

**JD 15 - Branch S.** Manager Henke provided an update.

**Paul Bleck Project.** Tabled until the July meeting.

**PRAP.** Eberhard and Manager Henke met with Dale Krystosek and provided reports. The report will be presented in June.

**Outlet Violation on Ditch 79-2.** Kevin Lindeman appeared to discuss the notice of outlet violation. Mr. Lindeman has engaged an attorney and will file a petition for outlet. The Board will hold off on blocking the outlet.

**Lake Marion Project.** Manager Henke provided an update. Landowners need to submit a 1026 for the CRP ground. A contractor has been identified.

**Collins Township.** Eberhard provided an update of his meeting with the Township and SWCD. Plans are being prepared by the SWCD and are nearly complete. Cost estimates were provided. The Watershed District will pay approximately 25% of the project costs.

President Belter next called new business.

**Manager Reappointments.** Kolb provided an update on the vacancy notices for Managers Kramer’s and Phillips’ expiring terms.

Manager Phillips provided an update to the Board on correspondence to the City of Glencoe regarding the bill to the City for the City’s share of the Phase 1 Marsh Project. The City Council approved payment.
Manager Phillips reports on a bank slough near the bird sanctuary on Buffalo Creek. The City is working with the McLeod SWCD (design plans are completed, but the City is stalling on execution). The SWCD has cost share for 75% of the project. Manager Phillips recommends no financial participation from the Watershed District other than the engineering already completed by HEI.

There being no further business to come before the Board, upon motion duly made, seconded and unanimously carried, the Board of Managers adjourned the meeting until the next regular meeting of the Board of Managers on Tuesday, June 26, 2018, at 8:00 p.m. at its regular meeting place in Suite 103, Glencoe City Center, 1107 11th Street E., Glencoe, MN.

__________________________
Matt Melberg, Secretary